

AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON, D.C. 20523

PD-AY-662
~~ORIGINAL~~

SEP 30 1987

Mr. John Stucky
The Rotary Foundation of Rotary International
1600 Ridge Avenue
Evanston, Illinois 60201

Subject: Cooperative Agreement No. OTR-0537-A-00-7251-00

Dear Mr. Stucky:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby provides to the Rotary Foundation of Rotary International (hereinafter referred to as "The Rotary" or "Recipient"), the sum of \$6,000,000 to provide support for a program in accelerating polio immunizations as described in the Schedule and the Program Description of this Cooperative Agreement.

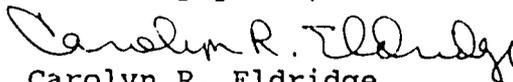
This Cooperative Agreement is effective September 30, 1987 and shall apply to commitments made by the Recipient in furtherance of program objectives during the period beginning with the effective date and ending September 29, 1992.

This Cooperative Agreement is made to the Recipient on condition that the funds will be administered in accordance with the terms and conditions as set forth in Enclosure 1, entitled "Schedule", Enclosure 2, entitled "Program Description," and Enclosure 3 entitled "Standard Provisions," which have been agreed to by your organization.

8

Please sign the original and six copies of this letter to acknowledge your receipt of the Cooperative Agreement, and return the original and five copies to the Office of Procurement.

Sincerely yours,



Carolyn R. Eldridge
Grant Officer
Management Support Branch
Office of Procurement

Enclosures:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

THE ROTARY FOUNDATION OF ROTARY INTERNATIONAL

BY: _____

TITLE: _____

DATE: _____

FISCAL DATA

PIO/T No.: 7381813 Project No.: 938-0537
Appropriation: 72-1171021.8
Budget Plan Code (BPC): EDHA87 13810 KG11
Allotment: 748-38-099-00-76-71
Obligated Amount: \$85,141
PIO/T No.: 7381714
Appropriation: 72-1171021.7
Budget Plan Code (BPC): EDCA87 13810 KG11
Allotment: 747-38-099-00-76-71
Obligated Amount: \$16,830
Total Obligated Amount: \$101,971
Funding Source: AID/W
Financial Management Paying Office: M/FM/PAFD
Grant Administration: OTR-0537-A-00-7251-00
Recipient DUNS No.: 707035224

FUNDS AVAILABLE


SEP 30 1987

c/c 4190

Program Accounting Division
Office of Financial Management

9

ENCLOSURE 1

SCHEDULE

A. Purpose of Cooperative Agreement

The purpose of this Cooperative Agreement is to provide support for the Rotary's PolioPlus campaign to immunize the children of the world against polio by supporting the U.S. Rotary Foundation's efforts to meet its fund raising goal and to provide for the social mobilization and technical components of country projects, as more specifically described in Enclosure 2 to this Cooperative Agreement entitled "Program Description." and the Recipient's proposal dated July 20, 1987 which is incorporated herein by reference. In the event of an inconsistency between the Recipient's proposal, the program description, and this schedule; the schedule and then the program description shall take precedence.

B. Period of Cooperative Agreement

1. The effective date of this Cooperative Agreement is September 30, 1987. The expiration date of this Cooperative Agreement is September 29, 1992.

2. Funds obligated hereunder are available for program expenditures for the period from September 30, 1987 to November 15, 1988 as shown in D below. In the event there are funds remaining after this date, the Recipient is authorized to utilize them for the purposes of the Agreement as long as they are used within the period shown in B.1 above.

C. Method of Payment and Amount of Cooperative Agreement

1. The total A.I.D. estimated amount of this Cooperative Agreement for the period shown in B.1 above is \$6,000,000.

2. AID hereby obligates the amount of \$101,971 for program expenditures during the period set forth in B.2. above and as shown in D below.

3. Additional funds up to the total amount of the Cooperative Agreement shown in C.1. above may be obligated by AID subject to the availability of funds, the recipient meeting the requirements of the cost sharing/matching provisions, and revision of budget provision.

10

4. Payment shall be made to the Recipient in accordance with procedures set forth in Attachment 3, Standard Provision entitled "Payment-Letter of Credit".

D. Budget

The following is the Budget for this Cooperative Agreement. Revisions to this Budget shall be made in accordance with the Standard Provision of this Cooperative Agreement, entitled "Revision of Budget."

COST ELEMENT	TOTAL AMOUNT			TOTAL COST SHARING ARRANGEMENT	
	FR: 9/30/87 TO: 9/29/88	FR: 9/30/88 TO: 9/29/92	FR: 9/30/87 TO: 9/29/92	A.I.D./ (PVO)	
Administrative Cost	\$ 843,070	\$ 3,909,394	\$ 4,752,464	0	\$ 4,752,464
Procurement	13,970,878	130,346,090	144,316,968	4,000,000	140,316,968
Social Mobilization	<u>735,309</u>	<u>6,860,320</u>	<u>7,595,629</u>	<u>2,000,000</u>	<u>5,595,629</u>
TOTAL:	\$15,549,257	\$141,115,804	\$156,665,061	\$6,000,000	\$150,665,061

NOTES TO BUDGET:

1. Recipient is not allowed any flexibility among line items in the budget. The Recipient must obtain written authorization from the Grant Officer to make any changes in the procurement or indirect cost line items.

2. Cost-Sharing Arrangement: The Recipient has agreed to expend from their non-Federal funds by the end of the life-of-program (LOP) period at the following ratios:

FROM:	9/30/87	9/30/88	9/30/89	9/30/90	9/30/91
TO:	9/29/88	9/29/89	9/29/90	9/29/91	9/29/92
AID	\$2 Mill.	\$1 Mill.	\$1 Mill.	\$1 Mill.	\$1 Mill.
ROTARY	\$14 Mill.	\$23.4 Mill.	\$22.5 Mill.	\$13.6 Mill.	\$14.5 Mill.

The Recipient is required to meet the requirements of the Standard Provision of this Agreement entitled "Cost Sharing/Matching".

The Recipient is required to report quarterly and in their incremental funding letters the total amount of cost-sharing to date. Although the Recipient is required to cost share on an annual basis, they are also expected to expend those funds on a pro rata basis per quarter and not wait until the end of each year of the agreement to expend their cost share.

3. Procurement: The Recipient will use their own private cost-share funds for all non-U.S. procurement.

E. SUBSTANTIAL INVOLVEMENT:

The nature and extent of A.I.D.'s substantial involvement with the recipient concerning project activities management is set forth below:

The Recipient is expected to carry out the following activities:

1. Submit a detailed implementation plan for each country program by no later than February 23, 1988 in accordance with FVA/PVC guidelines. Illustrative guidelines from FY 1986 are attached. These are revised annually and you will be furnished an updated copy by no later than September 30, 1987.

2. Submit to FVA/PVC by February 23, 1988 a detailed evaluation plan which will clearly define: (a) the objectives and outputs that each project will be held accountable for, (b) the specific indicators that will be used to measure progress success in reaching objectives and outputs, (c) mechanisms for collecting data, i.e. surveys, sentinel systems, etc; and (d) manpower and other resources needed for carrying out monitoring and evaluation activities with a revised budget. The plan should include scheduled reports, internal and external evaluations.

3. Develop/adopt a project-specific Management Information System, responsive to field projects and headquarters needs and to provide A.I.D. with information for tracking project performance. This system should be described in the first year progress report.

4. Countries approved for direct in-country program support under the agreement will be determined jointly by no later than February 23, 1988. However, they will be limited to the twenty-two countries selected by A.I.D. for Child Survival interventions. Such approval will be communicated by A.I.D. in writing after consultation with the relevant A.I.D. Mission.

F. Reporting and Evaluation

1. Fifteen copies of the Annual Report plus one copy for the A.I.D. Mission in each target country in the program will be submitted to the A.I.D./FVA/PVC Project Officer on October 15 of each year of the program beginning October 15, 1988. Annual reports will include a description of inputs, outputs, progress to date, constraints, and highlights from the preceding year. The annual report should include reporting on the standard A.I.D. indicators for ORT, immunization, and nutrition interventions which are required for all projects receiving Child Survival funding.

The Annual Report will also include a country data sheet for each subproject activity and will be furnished in the standard format prescribed by FVA/PVC for its grant information system (A.I.D. Form 1550-11 included in Enclosure 5). Other current grants or cooperative agreements to the Recipient, such as Operational Program Grants (OPGs), will be noted in the report with an explanation of any relationship of such assistance instruments to this Agreement.

2. Prior to the required final performance reporting date, events may occur that have significant impact upon the project. In such instances, the Recipient shall inform the Grant Officer as soon as the following types of conditions become known:

a. Problems, delays, or adverse conditions that will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project work activities by the established time period. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.

b. Favorable developments or events that enable time schedules to be met sooner than anticipated or more work activities to be performed than originally projected.

3. A Mid-term evaluation conducted by Rotary headquarters will be scheduled after 18 months of project implementation. FVA/PVC may provide an external consultant to participate in this evaluation. The result of this evaluation will be forwarded to FVA/PVC as well as included in the second year annual report.

3. By the last day of the Cooperative Agreement period, one copy of the final report (last annual report) will be submitted to A.I.D/FVA/PVC and to the Grant Officer whose address appears on the Cooperative Agreement cover letter. The report shall include the following information:

a. A comparison of actual accomplishments with the goals established for the Cooperative Agreement period.

b. Reasons why established goals were not met; and

c. Other pertinent information including, when appropriate, analysis and explanations of cost overruns, or unusually high expenses.

F. Title to Property:

Title to all property purchased under this Cooperative Agreement shall be vested in the Recipient and subject to the Standard Provisions entitled "Title to Property - Grantee".

G. Authorized Geographic Codes:

Procurement under this agreement will follow the general order of precedence as necessary to effectively implement the program. No procurement in Code 935 or of restricted commodities is authorized under this agreement.

Should any unanticipated Code 935 and/or restricted procurement become necessary, the Recipient shall use its own private share of the agreement for this purpose. Written verification, when this is the recipient's intention, is to be sent to the Grant Officer.

PROGRAM DESCRIPTION

I. Program Goal:

To provide assistance and support for "Universal Child Immunization by 1990" through PolioPlus by providing immunization support through vaccines, education and social mobilization, immunization delivery systems, and ongoing surveillance.

II. Program Objectives:

Through PolioPlus, Rotary's long-term goal is complete control and virtual elimination of polio worldwide. As part of this goal, Rotary's objectives for this Child Survival Matching Grant are to mobilize the private sector resources in each country, with particular emphasis on creating and supplying the demand for immunization against polio as well as other EPI-targeted diseases; and for the purchase of polio vaccine through UNICEF and PAHO procurement channels.

Rotary seeks to educate and involve its more than one million members in 23,000 communities worldwide in 161 nations in the need for immunization and the steps to achieving sufficient immunization coverage. Rotarians will receive detailed organizational and management training pertinent to PolioPlus and immunization. These trained Rotarians will assist the health sector, particularly at grass roots levels, in parental education and motivation, developing voluntary manpower, communication, logistical needs of vaccine delivery, and in disease surveillance. In addition, these trained Rotarians in turn will train others to assist in the implementation of the actual immunization project and activities.

In each country in which a PolioPlus grant is awarded, the purpose will be to help the nation achieve or surpass the level of 85 percent coverage of infants (less than 12 months of age), at which level it is possible to break the chain of wild polio virus transmission. This target group may be expanded to other age groups as identified by the government of the project country. Additionally, expectant mothers will also benefit from PolioPlus and its immunization programs.

BEST AVAILABLE DOCUMENT

15

III. Principal Activities:

To accomplish the goal and objectives, Rotary will undertake the following principal activities:

Award of a PolioPlus grant to a nation is the mechanism by which the interest and involvement of Rotarians in that country is achieved. This process is outlined as follows:

1. Rotary leaders in the project nation, with the assistance of the official responsible for EPI, and with the concurrence of the health minister, prepare an application for a PolioPlus project grant from The Rotary Foundation. This application specifies vaccine and social mobilization needs and other areas where private sector assistance is useful, such as cold chain, transport, training and surveillance.
2. The application is reviewed by in-country WHO and UNICEF representatives, by Rotary staff, and by expert consultants. After a site visit is conducted by the Rotary Immunization Task Force, the application is then submitted to The Rotary Foundation for funding approval.
3. A National Rotary Immunization Committee is formed which then conducts a series of workshops or seminars to acquaint Rotary club immunization committee leaders with the objectives of the Nation's EPI program and how they can generate assistance from the private sector.
4. A club immunization manual and visual education materials are distributed to the clubs in the appropriate language.
5. The National Rotary Immunization Committee leaders participate in the health ministry's planning council for EPI, feeding information to clubs and providing feedback to EPI planners about private sector assistance capabilities.
6. District and local Rotary club immunization committee leaders establish liaison with health officials at state, provincial, district and local levels so that local Rotary clubs undertake social mobilization activities in concert with local EPI plans.
7. As nations begin to achieve higher levels of immunization, Rotarians will adjust their activities to assume a greater role in surveillance, the mobilization of those special efforts directed toward containment of outbreaks, more accurate and frequent reporting systems, and other forms of assistance.

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- iv. Proposed Evaluation Plan: During the LOP, project monitoring and information on a country-specific basis will be included in the annual reporting system. Field reports prepared by Rotary regional and technical specialists as well as FVA/PVC consultants will also be included in the annual A.I.D. submission. A mid-term evaluation will be scheduled by Rotary around 18 months of project implementation. An independent A.I.D./Rotary evaluation will take place during the final year of the grant.

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